

**BARBOUR COUNTY SCHOOLS
PHILIPPI WV 26416**

MEMORANDUM -

TO: BOARD MEMBERS

David Everson
Doward Matlick
Joanne McConnell
David Strait
Bob Wilkins

FROM: JEFF KITTLE, INTERIM SUPERINTENDENT

DATE: June 24, 2011

RE: BOARD MEETING AGENDA

The Barbour County Board of Education will meet in regular session at **6:00 p.m.** on **Monday, June 27, 2011**, at the **Career Technical Education Center on the Campus of Philip Barbour High School, Philippi, WV.**

Call to Order

Pledge to Flag

Invocation

GED Graduation/reception (6:00 – 6:45 p.m.)

Oath of Office (Dr. Super)

Minutes -

Approve Minutes of the June 13, 2011 meeting. – Enclosure A

Delegation(s) –

Reports –

Credit Recovery Report
Facilities Report

Superintendents Recommendations –

Attendance –

Business & Finance –

1. Recommendation: Approve budget adjustments. – Enclosure B
2. Recommendation: Approve payment of bills for the period of June 10, 2011 through June 23, 2011 at a total expenditure of \$138,351.66. - Enclosure C

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3. Recommendation: Authorize the June 30, 2011 end of year payroll and federal withholdings not to exceed the amount of \$200,000.00 to be released in accordance with Federal Law. – (Refer to Enclosure C)
4. Recommendation: Authorize the payment of utility, travel and rent bills due before next board meeting not to exceed \$45,000.00. – (Refer to Enclosure C)
5. Recommendation: Approve the final total of the June 28, 2011 payroll check and federal withholdings in the amount of \$653,743.71. – Enclosure D
6. Recommendation: Approve final total of utility bills in the amount of \$8,992.69. – Enclosure E
7. Recommendation: Approve the total of the June, July and August expenditures for all regular, extended, and special programs “summer” payroll and federal withholdings in accordance with state law in the amount of \$1,773,904.54. Checks are to be released in accordance with Federal Law and the schedule as shown in – Enclosure F
8. Recommendation: Approve/Confirm use of buildings and/or grounds. – Enclosure G

Philip Barbour High School on June 26, 2011 – requested by Rhonda Talbott for BCAYF; on September 24, 2011 requested by Linda Watson for Barbour County Family Resource Network Job Fair; on July 9, 2011 requested by Lisa Heinbaugh and Susan Anglin for Family Reunion; on August 8, 2011, August 15, 2011, September 12, 2011, October 10, 2011, November 11, 2011, January 9, 2011, February 13, 2012, March 12, 2012 and April 16, 2011 requested by James Poling for BCEA Meetings; on July 15, 2011 requested by Sheriff John Hawkins for Sheriff’s Academy Graduation

Curriculum & Instruction –

Facilities –

Food Service –

Policies –

9. Recommendation: Adopt Revised Policy 8420, 2310 and 6110, Bullying, Harassment, and Intimidation on second reading. – **Refer to June 13, 2011 minutes.**

Student Support –

10. Recommendation: Enter into a contract with Doug Schiefelbein to provide grant writing/public relations/media services for school year 2011-2012 at an all-inclusive fee of \$16,800.00 – Enclosure H

Transportation –

11. Recommendation: Approve the sale of bus #101, bus #108, bus #109 and bus #111 to Yancey Bus Sales and the sale of bus #106 to Mathias & Son. – Enclosure I

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Travel –

12. Recommendation: Approve/Confirm requests for professional leave. – Enclosure J

Vocational –

Personnel –

13. Recommendation: Employ the following personnel for the 2011/2012 school year. **Employment is contingent upon certification and clearance of criminal convictions as defined in WV Codes §18-5-15c(d) and §15-2-24(d)** – Enclosure K

Odie Cassidy, Instructor, Belington Elementary School (200 days)
Tamela Corder, Instructor, Philippi Elementary School (200 days)
Brittany Scarsberry, Instructor, Philippi, Elementary School (200 days)
Twila Smith, Multi-Categorical Instructor w/Autism, Belington Middle School (200 days)
Connie Harshberger, Half-time Itinerant Gifted Instructor, home based at Kasson
Elem/Middle School (200 half days)
Whitney Reger, Biology/General Science Instructor, Philip Barbour High School (200
days)
Noble Fitzwater, Custodian (10:30 p.m. – 6:00 a.m. Sunday night – Friday a.m.), Philip
Barbour High School (203 days)
Ira Mayle, Head Mechanic/Bus Operator (247 days)
Natalie K. Cross, Secretary, Philip Barbour High School (215 days)
Thomas Kittle, Bus Operator, Route 23 (re-configured)
Steve Kaufman, Bus Operator, Route 19 (re-configured)
Jimmy Runion, Bus Operator, Route 30 (re-configured)

14. Recommendation: Employ the following personnel for the 2011/2012 school year. **Employment is contingent upon certification and clearance of criminal convictions as defined in WV Codes §18-5-15c(d) and §15-2-24(d)** – Enclosure L

Extra Curricular Assignments

William Gregory, Assistant Boy's Soccer Coach, Philip Barbour High School
Amanda Maxwell, Volunteer Cross Country Coach, Kasson Elem./Middle School

15. Recommendation: Employ the following personnel for the 2011/2012 school year. **Employment is contingent upon certification and clearance of criminal convictions as defined in WV Codes §18-5-15c(d) and §15-2-24(d)** – Enclosure M

Kerry Kincaid, Itinerant Technology Systems Specialist, home based at Philip Barbour
High School (Maximum 60 days; July 1 – September 30, 2011; Position will
terminate on October 1, 2011)
_____, Itinerant Technology Systems Specialist, home based at
Philippi Elementary School (Maximum 33 days; June 28 – August 12, 2011;
Position will terminate on October 13, 2011)

16. Recommendation: Employ substitute service personnel for school year 2011-2012. –
Enclosure N

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17. Recommendation: Employ substitute teachers for school year 2011-2012. – Enclosure O
18. Recommendation: Employ substitute administrators for school year 2011-2012. – Enclosure P
19. Recommendation: Accept resignation of Rick Daugherty as assistant football coach at Belington Middle School. – Enclosure Q
20. Recommendation: Employ Karen Menear as a substitute secretary for the 2011-2012 school year.
21. Recommendation: Employ Rex Freeman as a substitute custodian for the 2011-2012 school year. – Enclosure R
22. Recommendation: Employ Christina Moneypenny as a substitute teacher for the 2011-2012 school year. – Enclosure S
23. Recommendation: Employ Jessica Jones as a substitute teacher for the 2011-2012 school year. **Employment is contingent upon certification and clearance of criminal convictions as defined in WV Codes §18-5-15c(d) and §15-2-24(d)** – Enclosure T
24. Recommendation: Employ Chadwick Randolph as a substitute bus operator for the 2011-2012 school year. **Employment is contingent upon certification and clearance of criminal convictions as defined in WV Codes §18-5-15c(d) and §15-2-24(d)** – Enclosure U
25. Recommendation: Approve listed persons to enter the bus operator training program provided by Barbour County Schools. – Enclosure V

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Items For Discussion, Consideration and/or Possible Action –

1. Central Office Administrative Salary Discussion
2. Coaching Salary Discussion – Enclosure W
3. Imaging of Old Board Minutes
4. Board meeting dates
5. Other

Adjournment